19 50 **File No.** 2811/48

P.W. **DEPARTMENT**

B CLASS & **BRANCH** (1)

Subject:— Recruitment & Training Technical staff.

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File No. 2811/48

Sta. Sectt. Slip 24-A

G.R., G.D., No. 2408, dated 22-6-22.]

Correspondence

DOCKET SHEET

Subject :—

File No. 2811/48

I-2 XC. DEPT.

8 BRANCH. (1)

References :—

Date	To whom sent.	Notes and instructions.

2811/48.

P. W. Deptt.

E. B. (I).

One of the items for discussion at the conference of all S.Es. & Ex. Engrs. in the P. W. D. including those under the Elecl. Commr. with the G. of B., the Elecl. Engr. to Government, and the P.H.E. to Government to be held on the 27th and 28th and 29th July 1950, is the recruitment and training of technical staff. The remarks of the local officers on the subject, are summarised below

2. The S.E., N.G.C., has reported that the officer-personnel recruited from outside through the B.P.S.C. and posted directly in charge of Dns. and Sub-Dns. are not found useful as they are new to the P.W.D. type of works and its regulations and routine and moreover being ~~recuited~~ recruited on annual tempy. basis are always on the look-out for the ~~tee~~ other jobs. The S.E. accordingly suggest that:-

(1) Recruitment should be on a long term contract basis with a probabation period of one year including a training period of six months.

(2) During the training period of six months they should be attached to selected Dns. and Sub.dns. as the case may be, for intensive training in the P. W.D. regulations and routine and P.W.D. types of work, special facilities being provided for such intensive training.

(3) At the end of their training period they may be placed in charge of light Divisions and Sub-dns. as the case may be, and at the end of their probationary period they should be made to undergo a searching Profl. Examination.

(4) The confirmaion of their contract to be subject to their securing a satisfactory report from their supervisors as regards the management, etc., of their charges and their passing successfully the Profl. examination.

3. The P.H.E. has suggested that in the case of outside Engrs. either serving before as Municipal Dist. Local Board or Railway Engrs. whom Government has recruited due to dearth of technical

staff, and who are overage but possess good ~~ex~~ experience , a separate cadres should be formed on contract basis and the contracts renewed after every three years if Government be in need of their services and also if they are found fit for the job. They should be allowed to join the Contributory Provident Fund.

4. With reference to the suggestions made above it may be stated that appointments on contracts basis are made only in the case of specialised posts, such as that of the P.H.E. to Govt. and the Electrical Engineer to Govt. the posts under the El. Grid.. It ~~is~~ does not appear necy. to accept the P.H.E.'s suggestion as apptts. on contracts are made as a barest necessity . In the case of the tempy. apptts. a minimum period of experience ~~ab~~ of about five to ten years is usually stipulated and hence it does not seem necy. to adopt the S.E., H.G.~~&~~ ~~C~~.'s suggestion for six months training. A period of one years probation may however be laid down as suggested.

5. The S.E., D.I.C., has ~~p~~ reported that the reduction of the ~~pe~~ period for ~~pp~~ passing the Profl. Examination ~~x~~ by Asstt. and Dy. Engrs. from 3 to 2 years, is causing considerable difficulties as officers are not able to obtain practical experience in different branches of Civil Engrg. such as roads, bldgs, Irrign, etc., in two years as part of it is spent on training and officers do not ~~x~~ get more than one change within 2 years. He feels that it would be better to institute the Accountants ~~E~~xamn. before two years and the Profl. exmn. may be taken with in five years from joining service.

The period for ~~p~~passing the Profl. exmn. was reduced from three to two years in the interest of efficiency and it does not appear advisable to increase the no. of years or ~~t~~ reduce them further.

6. The P.H.E. to Government has suggested that Refresher Courses for one month per year may be started with centres at Poona, Bombay , A'bad and Belgaum, to train overseers and ~~D~~y. Engrs, in advance R.C.C. Structural Engrg. and Special Engrg. Every time about a dozen officers may be picked up from the cadre for such courses. As ~~reading~~ during the months of April and for ~~such~~ ~~cour~~

May , the Engrg. Colleges have holidays, it is felt that Professors with some remuneration would be able to part information about advance sciences.

The S.Es. Karnatak Irrigation Circle and S.C. are also of the opinion that all the ~~em~~ tempy. hands as well as the raw recruits to responsible posts should be compulsorily made to ~~wder~~ undergo a short and intensive training course and pass a test. There should also be Refresher Courses for senior officials to keep them technically up-to-date.

The S.E., B.C. has also stated that in view of the fact that the modern engineering design and construction has not remained so simple but is ever growing in improvements as well as in complications, no engrg. graduate will be useful unless he keeps his knowledge up-to-date. He accordingly recommends that in order to keep up the standard of effeciency, it is necy. to arrange for some sort of refresher course in various subjects which deal with particular aspects of the officer's dayto-day work, such as, the modern technique of construction, use of plant and machinery, modern methods of organisation, concept of engrg. economics, rules of administration, general idea of Developments in Engrg. research, etc. The S.E. ~~Bee~~ feels that the benefits of such courses which are now almost a regular feature of the departmental routine in foreign countries to officers will be immense. It is for consideration whether the above suggestions may be implemented.

The S.E., B.C., has also suggested that as almost all the works are done by Contract agencies it is essential to have ~~a through~~ a thorough knowledge of the Contract Law as applied to our Contracts. He therefore proposes that a suitable course may be prescribed and every gazetted officer of the Deptt. reqd. to pass it within three years of his gazetted service.

The S.E., G.I.C., has recommended the starting of Bombay P.W. Deptt. Journal and P.W. Deptt. week for the technical advancement of the Deptt.

Most of the above suggestions have been dealt with in file No. 6775/36 which is under submission.

Through E.B.(II). Id. 7-10-50.

7. Recruitment and Training of Overseers:- The local officers have stressed the ~~fi~~ following points:- ~~In~~ (viz. ..$33\frac{1}{3}$% permanent.

(a) Making the existing tempy staff- at least ~~66 2/3 per cent of~~ permit.

(b) Removal of distinction between overseers & surgeons. surveyors.

(c) Replacing the existing sub-overseers who are in charge of section by overseers.

(d) Bringing the Dfre. men & Hd. Dfrn men in the cadre of S.S.E, and

(e) Starting and refresher courses.

(a) Conversion of tempy posts into permanent posts.

In view of the present financial stringency & the rapid expansion which is has occured in the recent years it appears that this question may have to be postponed for the present.

(b) Removal of ~~instn~~ distinction between overseers. & Surveyors

The duties of Overseers & Surveyors are different. This que question was considered in par- the post & it was decided that the ~~distinction~~ distination has to be maintained. vide G.L. No. 9183/36-E(II), dated the 8-8-49 and the 20-2-50.

(c) Replacing Sub-overseers by Overseer. There is an acute shortage in the Overseer's strength. The main complaint about placing the Sub-averseeas in charge of sections is that then Sub-overseers do not possess the reqd. technical qualifications. However true the complaint is, the position has to continue until qualified overseers become available. The replacement of Sub-overseers by Overseers may be accepted in principle ~~though the effect~~ though the effect with be gradual.

(d) Bringing D'fra men & Hd men in the cadre of S.S.E.,

The question is under consideration in file No. 1282/48. Reports from S.E's S & C, G.I.C., & C.C., are awaited.

(e) Starting refresher courses. There are no concrete proposals in this respect, expect those mentioned in para 6 above.

8 The main.....

8. The main difficulty so far experienced was about the availability of subdte techl. staff. with the opening of new ~~Diploma~~ Dip---- Diploma Courses in *marginally noted colleges and the slowing down of work due to financial stringency it is considered that the problem ~~with-not~~ will not be so acute.

* A'bad
Anand
Sangli
Hubli
Baroda

Id. 13-7-50 Id. 14-7-50 Id. 13-7-50 Id. 10-7-50.

Assuming that within a year or two the shortage of technical personnel will disappear, the question of training of those in service remains and the Adm. Engr Com. has drawn pointed attention to it. The problem may be considered in these aspects - (a) Training of those who are under prepation or have to pass the professional Examination.

(b) Refresher course for others, inclusion of methods for senior officers, to be keep in touch with latest developments. The latter will consist mainly of (a) making wa available scientific journals & works. (b) Giving scope for expression of new ideas (in journals, magazines etc.) and for the trial of ideas, which which appear to discuss the trial. (c) help & guidance of competent persons (e.g. university Prof. Professors or experts). to officers who, in course of their official duty, wish to do research or original work connected. with with the official duty.

A brief note for discussion of these points of the conference may be put up in draft.

Id. 14-7-50.

2811/43.

E.B.(I). P.W.Deptt.

Re-submitted with refce. to the Secy's note dated the ~~14-~~ 14-7-50.

2. The secy. note is put up for approval.

Id- 18-7-50 Id. 18-7-50

Through E.S . II.

Id. 18-7 Id. 19-7

Notes on " the Recruitment and training of technical staff "
for discussion at the Conference of all S.Es. and Ex. Engrs
on the P.W.D. to be held on the 27th ,28th and 29th July 19
1950.

Recruitment Recruitment to B.S.E. Class I and Class II Services is made partly by direct recruitment and partly by piccorrition Direct recruitment to the B.S.E. Cl.I., and Cl. II was upto now made in accordance with the gunrantee given to the College of Engrs., Poona. The gunrantee has expired with effect from the year 1950. It will therefore be necy. to devise a new method of recruitment recruiting technical personnel to the Class I and Class II Services. One of the methods suggested is that since since there are now several Colleges of Engr., recruitment to Class I and Class II should be made by a competi-etive examination.-

A suggestion for the recruitment of temporary Engrs. on a long term contract basis witha probation period of one year including a trainingperiod period of six months has been made as such Engrs recruitedfrom outside through the B.P.S.C. and posted directdy in charge of Dns. and Sub.dns. are not found useful as they are new to the P.W.D. type of works and its regulations and routine and moreover being recruited on annual temporary basis are always on the look out for better jobs. It is not considered to desirable to # make temporary apptts. on contract basis as apptts. on contract are made only in the case of specialized posts. In the case of temporary apptts, too, a minimum period of experience of about five to ten years is usually stipulated and hence it does not appear desirable to adopt the suggestions for six months traem ining . A period of one year's probation may however be laid down as suggested.

The following suggesticons have been offered for the recruitment and training of non-gazetted technical personnel.

(a) Making Making one -third of temporary Staff permanent. In view of the present financial stringency and the rapid expansion which e has occured in recent years it appears

that.....

that this question will have to be postponed for the present

(b) Removal of distinction between overseers and Surveyors

The duites of overseers and ~~Surveyors~~ Surveyors are diff. It has accordingly been decided to maintain the distinction, vide G.L. No. 9183/36-E II, dated the 3-8-49 and 20-2-50.

(c) Replacing the existing subovenseers who are in charge of ~~SECTIONS~~ sections by overseers :- In view of the acute shortage of overseers & it was necy. to place the suboverseers in charge of sections, but the main complaint against such a policy is that these suboverseers do not possess the reqd. technl. qualifications. However sub-overseers will have to continue to be placed in charge of sections until qualified overseers become available. The replacement of Sub-overseers by overseers may be accepted in principle though the enforcement to the ~~discussion~~ decision will be gradual,

(d) Bringing the D'men and Head D'man in the cadre of S.S.E.

The question is under the consideration of Govt. The ~~se~~ points raised above for the recruitment of technl. personnel are, however, of ~~eppemeral~~ ephemeral importance assuming that within a year or two the shortage of technl. personnel will disappear, owing to the increase ~~on~~ in the no. of Colleges and diploma courses. The question of training to technl. staff will, however, ramain a live question. The Administrative Enquiry Committee has drawn pointed attention to this fact as follows

"A potent cause of administrative inefficiency is the inadequate attention at present given by Government to the training of their staff. Recruitment by open competition will no doubt secure entrants with the requisite standard of intelligence and ability. But they can become skilled administrators only if they ~~ae~~ are made to undergo a course of training and a period of apprenticeship. Refresher courses too are obviously needed for technical officers to brush up their knowledge periodically. The need of such training courses has never been so urgent as & at the present time, when owing to the paucity of trained men during the war, standards of admission to Government service had to be ~~lowered and selecti~~ lowered towards & subordinate of

officers were promoted to posetions which they would have attained in normal times only after long years of experience . This has undoubtedly resulted in a lowering of efficiency. It is therefore necessary to organise intensive courses of training and to depute officers for special studies in other parts of the country, and abroad if there are no facilities for such training in this country.

The problem of the training of existing technical personnel may be considered under the following aspects.

(a) Training of those under probation or who have to pass the Profl. examination.

(b) Refresher courses for others, inclusive of senoior officers, to enable them to keep in touch with latest developments.

As regards (a) above, it has been suggested that at the end of the probationary period , the Tempy. Engrs. appointed by Govt.on probation may be made to undergo a searching Profl. examination It has been reported in this con. that the reduction of the period for passing the Profl. examination by Asstt. and Dy. Engrs. from 3 to 2 years, is causing considerable difficulties as officers are not able to obtain adequate practical experience in different branches of Civil Engrg. such as roads, bldgs., Irrign, etc. with in two years as fast of it is spent on training of officers do not get more than one change within 2 years. It is felt that it would be better to institute the Accounts examination before two years and to prescribe that the Profl. examination will be taken within five years from joining service.

The period for passing the Profl. examination was reduced from three to two years in the interest of efficiency and it does not appear advisable to increase the no. of years .

As regards (b) above the following suggestions have been offered by the local officers.

Refresher Courses are necy. for senoior officials to keep them technically up-to-date. They may be started for one month per year with centres at Poona, Bombay,A'bad, and Belgaum , to train overseers and Dy. Engrs. in advance R.C.C. Structural Engrg. and Special Engrg. for each course about a dozen officers may be picked up from the cadre, As during the months of April and May, the Engrg. Colleges have holidays, it is felt that

professors ~~with some remuneration~~ would be able to impart information about advance sceiences. If they an paid some extra remuneration.

The refresher course should deal with various subjects such as ~~particular aspects of the officers' day-to-day works~~, the modern technique of construction, use of plant and machinery, modern methods of organisation, concept of engrg. economics, reules of administration, general idea of Develompents in Engrg. research etc.

In view of the fact that almost all the works are done by Contract agencies it is essential to have a ~~theore~~ through knowledge of ~~th~~ the Contract law as applied to Govt. Contracts. A suitable course may accordingly be prescribed and every, gazetted officer in the Deptt. regd. to pass it within three years of his gazetted service.

(a) The Bombay P.W.D. journal ~~and P.W.D. week may be even started~~ may be started for the technical advancement of the Deptt. with refee. to the above suggestions it may be stated that it has been proposed in file No. 6775/36.

(1) to make available scientific journals and books ~~in file No.6775/36,~~ by ~~by~~ building up a common library in places where there are two or more P.W.D. Dns, and or ~~for~~ the office of a S.E. , for common use.

(2) to give scope for ~~experience~~ expression of new ideas in journal Journals and magazines etc. and for trial of ~~the~~ ideas which deserve trial. As a first step towards the starting of publication and in order to ~~ge~~ gauge the talent available, it is proposed to invite reports from ~~all~~ officers, with particular ref. to the following Points. :-

(a) Defects and failures noticed in works carried out in the past.

(b) Suggestions for improvements of engrg. practice, and methods of construction and for use of local materials, for cheap-ening cost of work.

(c) Difficulites encountered in the execution of works, etc., and the methods adopted to overcome them.

It is ~~go~~ suggested that the help and guidance of competent persons e.g. university professors or 'experts' may be obtained for officers, who, in course of their official duty, wish to do research or ~~ori~~ original work connected with their official duty.

S.
~~12~~/7/60.

Suggestions made at the Conference of superentending and Ex. Engrs. held in July 1950.

Item No. 9. Serivce Conditions : Recruitment and training of Staff.

The present ~~diversie~~ - division of gazette service into two Classes, viz. Class I and Class II should be continued . A proportion of say 25% may be fixed for recruitment by promotion of subordinate service men to Class II and of Class II men to Classe ~~II~~ I.

In the case of probationers and officers who have to pass the professional examination there should be a regular programme of ~~postship~~ postings, So as to give them experience in different branches of work.

A competitive examination should be held for recruitment to Class I Service.

A small Committee may be appointed to go into the various questions relating to the service.

G.R., G.D., No. 2408, dated 22-6-22.]

Correspondence

DOCKET SHEET

Subject :—

File No. __ _____

_____ **DEPT.**

_____ **BRANCH.**

References :—

Date	To whom sent.	Notes and instructions.

SEPARATOR

Conference of the Superintending Engineers and Executive Engrs.

GOVERNMENT OF BOMBAY.
Public Works Department.
Circular Memorandum No. S.8/4/14541.
Bombay Castle (Bombay No. 1).
7th June 1959.

GOVERNMENT CIRCULAR MEMORANDUM.

A ~~code~~ conference of all the Superintending Engineers and Executive Engineers in the Public Works Department, including those under the Electrical Commissioner with the Government of Bombay, the Electrical Engineer to Government and the Public Health Engineer, to Government, will be held in Committee Room No. 63 on the first floor of the Civil Secretariat Building, Bombay, on the 27th ,28th and 29 th July 1950. The conference will meet at 11.00 A.M. on each day. You are requested to ~~attend~~ attend

Printed as an accompaniment.

2. A copy of the Agenda for the Conference is enclosed.

By order of the Governor of Bombay,

K. V. Joglekar,
Deputy Secretary to Government.

To

The Chief Engineer, Public Works Department.

The Additional Chief Engineer, Public Works Department.

The Electrical Commissioner with the Government of Bombay.

The Superintending Engineers of Circles.

The Public Health Engineers to Government.

The Electrical Engineer, to Government.

The Executive Engineers, of Divisions.

The Accountant General , Bombay.

No. of 1950.

Copy forwarded for information and guidance to:-

Accompaniment to Government Circular Memorandum, Public Works Deptt. No. S. 8/4/14541, dated 7th June 1950.

Agenda for the conference of the Superintending Engineers and the Executive Engineers.

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1 Village roads:-----

1. Village Roads:

Fixing of alignments, acquisition and construction of cross drainage works and stage construction of roads.

2. Village Water Supply Works.

3. Minor Irrigation Works.

4. Preparation of plans and estimates in time for all works included in the budget.

5. Expeditious disposal of applications from members of the~~public~~- public.

6. Utilization of budget grants in full and avoidance of ~~e~~ surrenders.

7. Departmental execution of works.

8. Execution of works at economical rates and in the quickest possible time.

9. Service conditions.-

(i) Recruitment and training of technical staff.

(ii) The relative seniority in the case of staff attached to different Circles.

10. Prodecure regarding various returns and progress reports.

11. Stores purchases.

INPujare
30/6/58